

*Marine Corps Ground
Mishap Investigation and
Reporting Procedures*
MCO 5102.1



MARFORLANT
Executive Officers Safety
Brief

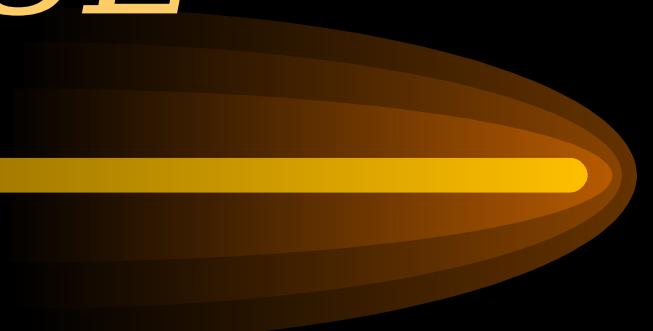
13 December 2000

Capt. Marty Bartlett



Naval Safety Center
Ground Mishap Investigator
Norfolk, VA

PURPOSE



What Is a MISHAP?



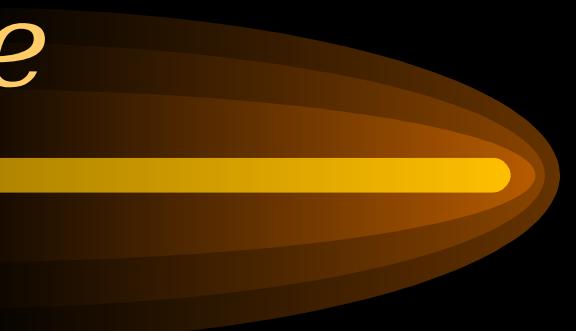
- Injury to USMC military personnel on or off duty
- Injury to on-duty USMC civilian personnel
- Injury to non-USMC personnel as a result of Marine Corps operations
- Occupational illness to USMC Personnel

DUTY STATUS

(For reporting mishaps)

- ON DUTY
 - Performing Official military duties
 - Transported by DOD or commercial vehicles for performing official duties
 - Taking part in directed compulsory sports activities
- OFF DUTY
 - Departed their official duty station or TAD site at COB
 - Leave or liberty
 - Traveling before and after official duties
 - Participating in voluntary unit/base team sports
 - Engaged in personal activities

Recordable



- ALL MISHAPS
ARE RECORDABLE!!!
- Record in unit Safety Log

Reportable



- All Class A and Class B Mishaps on and off duty on base
- All Chemical related mishaps
- All Ordnance related mishaps
 - To include everything from an M16A2, paintball, trip flares, pyro...

Mishap & Injury Classes

- Class A - Fatality, Permanent Total Disability, or total damage costs exceeds \$1 million or more
- Class B - Permanent Partial Disability, hospitalization of 3 or more in 1 mishap, or total damage costs of \$200,000 or more, but less than \$1 mil.

Mishap & Injury Classes (cont)



- Class C - a Lost Time case or total damage costs of \$20,000 or more, but less than \$200,000
- Class D - a No Lost Time case or damage costs of \$2,000 or more, but less than \$20,000

Mishap Cost



- Total Cost of damage, injury, and illness from a Marine Corps mishap.
- Determining mishap costs = the total cost of a mishap by adding costs for all injury, occupational illness, and reportable damage.

Who owns the mishap?

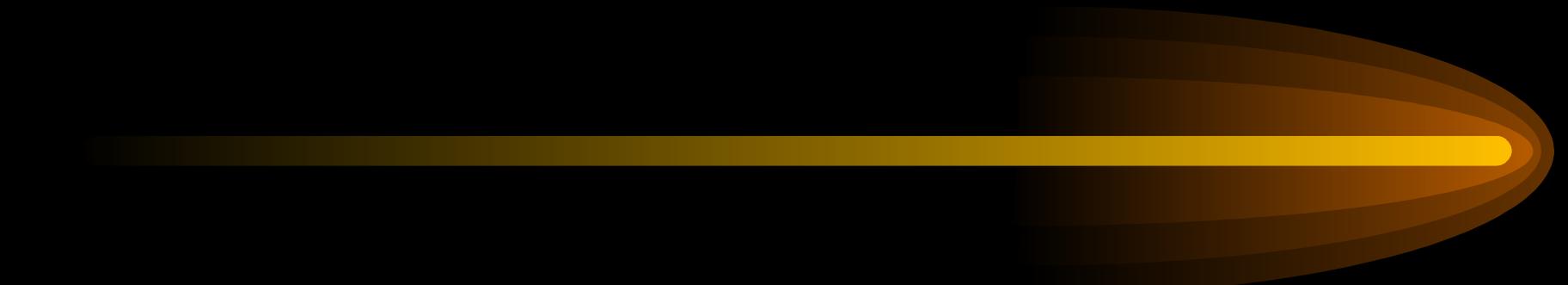
- Statistical Accounting of mishaps
 - Assignment to only one major command.
 - Undetermined, assignment goes to the command with the most severely injured personnel
 - Undetermined property damage goes to the owner of that property

Mishap Investigation Responsibilities



- Commander - Ensure that all mishaps are investigated appropriately per the instructions in this Manual.

MOST IMPORTANLY



SECURE
THE
MISHAP

Investigative Assistance



- COMNAVSAFECEN WILL PROVIDE ON SITE ASSISTANCE FOR ALL ON DUTY CLASS A MISHAPS, and select Class B and C mishaps at no cost to the command

Types of Investigations

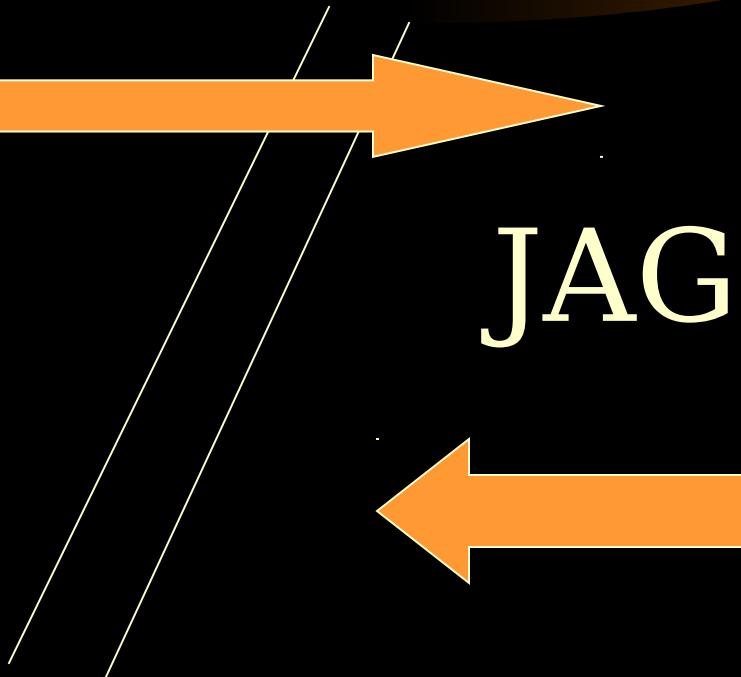


- Mishap Investigation
 - Unit Mishap Investigations
 - Command Mishap Investigations
 - Naval Safety Center Investigations
- JAG Manual Investigations
- Criminal and Security Investigations
- Investigation by other agencies
- Inter Service Mishap Investigations

INDEPENDENCE

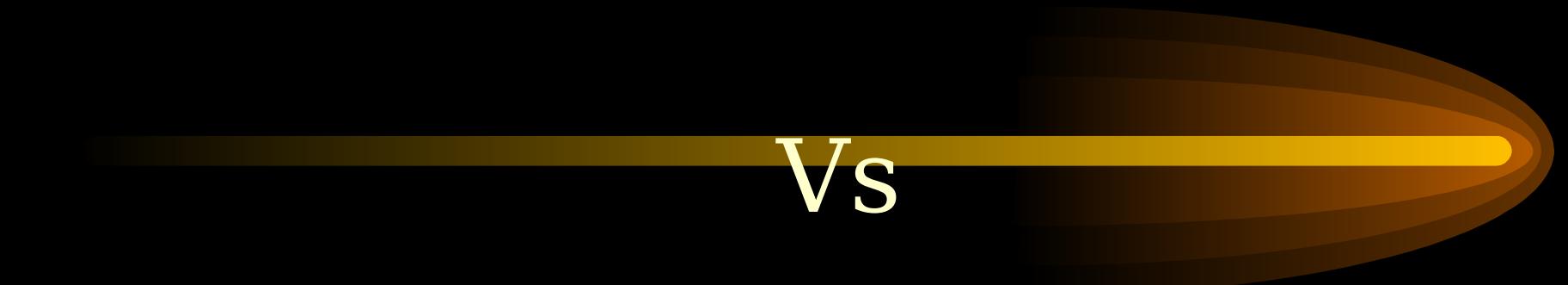
SAFET
Y

JAG



PRIVILEGED INFORMATION

Vs



PROMISE OF CONFIDENTIALITY

Dissemination of Information



- ONLY COMNAVSAFECEN HAS THE AUTHORITY TO RELEASE SAFETY INFORMATION PERTAINING TO ANY MARINE CORPS MISHAP!!!
 - Request for release will be forwarded through the appropriate chain of command to HQMC (SD) who will in turn request that information from COMNAVSAFECEN.

GMRB



- The following mishaps require an investigation:
 - Class A and B mishaps...
 - Any USMC operational mishaps involving explosives, ..., chemical agents...
 - Mishaps that require the in-patient hospitalization of three or more personnel.

APPOINTING THE GMRB/SIB

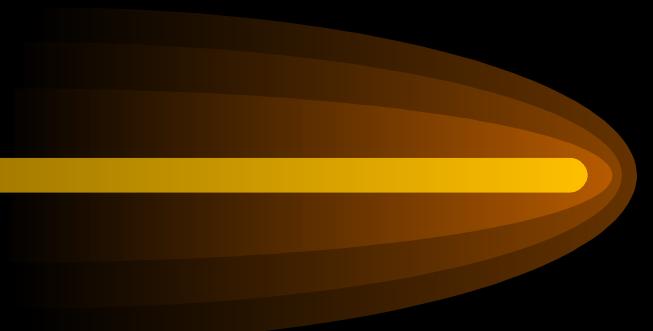
- Appointing Authority
 - Division
 - FSSG
 - Wing
 - MAGTF
 - Base/Installation
- Personnel appointed to the mishap may not serve on any other investigative board associated with the same mishap.
 - This is your PRIMARY DUTY!

Board Composition



- Senior Member
 - Marine Officer = to or senior to the rank of the unit's CO suffering the mishap
 - MTF releasing authority
- Safety Specialist
 - Trained
- Competent Medical Authority
 - Qualified medical officer

Board Composition (cont)



- Subject Matter Expert
 - Experienced and knowledgeable in the specific area that is being investigated
 - Officer
 - SNCO
 - NCO
 - Will provide written report to the board
 - May use more than one
- Naval Safety Center Investigator
 - MANDATORY FOR ALL CLASS A MISHAPS

Standing Boards



- Rapid Response to mishaps
- Required at
 - Division
 - FSSG
 - Wing
 - Base/Installation
- Assigned in writing
- Who can not serve on the board...

Board Responsibilities

- Upon notification -
 - PRESERVE THE MISHAP SITE
- Commence the investigation within 24 hours following the mishap
- Conduct, Prepare, and Release the message without divulging the content
- If necessary, release a Hazard Report (HR) prior to the message for Corps wide implication

Senior Member Responsibilities



- Readiness of the board
- Board augmentation
- Supervise
- Release the message within 30 days of the mishap
 - This is the Boards report, DO NOT confer with higher authority

Message Documentation

- The original message (Parts A and B, signed by the senior member) are sent directly to
 - Commander Naval Safety Center
 - Attn: Code 47
 - 375 A Street
 - Norfolk, VA 23511
- And one copy will be sent by appropriate traceable means to the respective MARFOR

Message Documentation

Unit Level



- NO copy of the Part B will be held at the Unit level
- Maintain a copy of the Message in your unit's safety file for five years from the time the mishap investigation has been closed by HQMC (SD)
- This Message is considered to be “Sensitive,” keep it LOCKED AWAY.

EVIDENCE

- Access to USMC Information/Material
- Collection
- Mishap Site Preservation
- Medical Evidence / 72 Hour Profile
- Photographic
- Engineering Investigation (EI)
- Witnesses

REPORTS

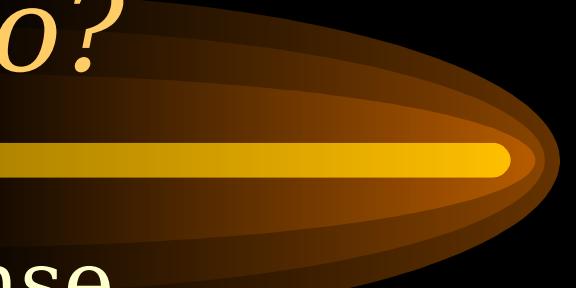


- SERIOUS MISHAP REPORT (SMR)
- MESSAGE MISHAP REPORT (MMR)
- FORMAL SAFETY INVESTIGATIVE REPORT (FSIR) / GROUND MISHAP REVIEW BOARD (GMRB)
- HAZARD REPORT (HR)
- MISHAP LOG
- ENDORSEMENTS

SUMMARY



What do I do?



- Initiate Medical Response
- Halt the Operation/Evolution
- SECURE THE MISHAP SCENE
- Identify potential witnesses
- Appoint the GMRB

Reports

- Release a Serious Mishap Report within 24 hours
- Followed by a GMRB / FSIR report
- HAZREP if required

Resources



- **MCO P5102.1** - Marine Corps Ground Mishap Reporting
- **MARFORLANT**- Director of Safety and Standardization (DOSS), Ground Safety Division
- Naval Safety Center, Tactical Operations and Investigations Division (Code 47)

QUESTIONS



WWW.SAFETYCENTER.NAVY.MIL

DSN 564-3520

COMM (757) 444-3520